



Atrium Health

IMPORTANT

Dear Applicant

Enclosed you will find the Delineation of Privileges Form specific to your specialty. This form reflects the minimum qualifications as outlined and approved by the Atrium Health Medical Staff.

- Please thoroughly review and select your desired clinical privileges. Check the box corresponding to the privileges that you are requesting. Applicants should only request those privileges where the criteria has been achieved.
- After you have selected your privileges, sign, date, and submit the **required documentation** for each privilege selected. (i.e. case logs, fellowship director letter, ACLS documentation)
- Where case logs are required, please include 1) Date of procedure, 2) Medical Record Number, 3) Procedure Type and 4) Privilege Number listed on the Delineation of Privileges Form.
- Privileges for which you have not selected or do not meet the minimum criteria cannot be performed.
- If you wish to perform privileges and do not have documentation of the minimum criteria requirements as outlined on the Delineation of Privileges Form, you will need to request permission to proctor through Medical Staff Services.
- Failure to return the Delineation of Privileges Form along with the required documentation will **delay** your start date.

If you have any questions or concerns, please contact the Medical Staff Services teammate assigned to your file.

**ATRIUM HEALTH
ADVANCED PRACTICE PROVIDER
PHYSICIAN ASSISTANT OR NURSE PRACTITIONER
SPECIALTY OF OBSTETRICS AND GYNECOLOGY**

Print Name

SUMMARY OF OCCUPATION:

1. The Advanced Practice Provider is a skilled member of the health care team who is qualified by academic and clinical education and experience to provide patient services as an Advanced Practice Provider under the supervision of a member(s) of the Medical Staff of Atrium Health in accordance with the Bylaws of the Medical Staff.
2. He/she shall assist in the implementation of the health care plan and the management of patients by performing diagnostic and therapeutic tasks as defined and approved by the Board, and authorized under applicable law.
3. For purposes of this form, Advanced Practice Provider shall mean a "Dependent Practitioner" defined as a health care professional other than physicians or dentists, who is approved by the Board, who is licensed or certified by his/her respective licensing or certifying agencies, and who provides service under the supervision of a physician who is currently appointed to the Medical Staff of Atrium Health.

ORGANIZATIONAL RELATIONSHIP:

1. The Advanced Practice Provider shall only exercise those clinical privileges maintained by the supervising physician(s) and approved by the Board. The Advanced Practice Provider may also assist the residents assigned to the Department of Obstetrics and Gynecology in performance of their duties and responsibilities as assigned by their supervising physician. The Advanced Practice Provider shall notify the supervising physician of all cases of acute and severe distress, serious nature (life- or limb-threatening), or whenever the patient wishes to see a physician or has unanswered questions.
2. The Advanced Practice Provider shall perform all privileges in accordance with all laws and regulations pertaining to the scope of practice for his or her health profession. The Advanced Practice Provider shall wear a nametag identifying him/herself as an Advanced Practice Provider and introduce him/herself as an Advanced Practice Provider, and shall at no time imply, state, or lead one to believe that he/she is a physician.
3. The Advanced Practice Provider must conduct all duties and responsibilities in accordance with departmental and hospital policies and procedures.
4. A nurse or secretary who receives an order from an Advanced Practice Provider for medication(s), laboratory or radiological studies, and/or treatment is authorized to perform that order as if it were received from a physician.
5. The supervising physician(s) must sign the Delineation of Privileges form of the Advanced Practice Provider, accepting responsibility for appropriate supervision, and shall intervene and directly assume the care of any patient when requested by the patient or the Advanced Practice Provider, required by hospital policies and procedures, or when in the interest of patient care. The supervising physician(s) shall co-sign entries on the medical records of patients seen or treated by the Advanced Practice Provider as required by hospital policies and procedures.

Print Name

QUALIFICATIONS:

1. The Advanced Practice Provider shall maintain qualifications as specified in the POLICY ON CLINICAL PRIVILEGES FOR ADVANCED PRACTICE PROVIDERS. His/her past experience and training shall be commensurate with privileges requested.
2. The scope of duties and responsibilities of the Advanced Practice Provider shall be delineated on an approved Delineation of Privileges form and approved by the Board.
3. The Supervising Physician shall delegate only tasks and procedures to his or her Advanced Practice Provider which are within or contemplated by the clinical privileges granted to the Supervising Physician by the Medical Executive Committee and the Board of Commissioners and which the Advanced Practice Provider has been approved to perform. It is understood that the supervision of an Advanced Practice Provider shall never be transferred to a physician who is not currently a fully appointed member of Atrium Health Medical Staff.
4. If the Medical Staff appointment or Clinical Privileges of the Sponsoring Physician are resigned, revoked or terminated, the Advanced Practice Provider's permission to practice shall automatically terminate and his or her clinical privileges shall be automatically relinquished.

SUPERVISION:

Except where the Delineation of Privileges form provides for Personal Supervision or Proximate Supervision, General Supervision (as defined below) will be required for all tasks and procedures performed by the Advanced Practice Provider.

1. "General Supervision" shall mean the procedure is furnished under the supervising physician's overall direction and control, but the physician is not required to be present during the procedure. General Supervision requires the performance of tasks and procedures in a manner that is consistent with state law, the applicable standard of care, Medical Staff Bylaws and hospital policies and procedures, but does not require Personal Supervision or Proximate Supervision, as those terms are defined below.
2. "Proximate Supervision" shall mean the physical presence of a sponsoring/supervising physician in the hospital, in close proximity and immediately available to furnish assistance and direction to the Advanced Practice Provider as needed.
3. "Personal Supervision" shall mean the physical presence of a sponsoring/supervising physician in the room with the Advanced Practice Provider during the performance of a procedure.

**ATRIUM HEALTH
DELINEATION OF PRIVILEGES FORM
ADVANCED PRACTICE PROVIDER
SPECIALTY OF OBSTETRICS AND GYNECOLOGY**

Print Name _____

	YES		NO*	I have participated in direct patient care in the hospital or outpatient** setting within the past two (2) years.	I have p
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***If the answer is No, please do not complete this form. Contact your Medical Staff Services Coordinator for additional instructions regarding the required proctoring process.**

Initial appointment **Reappointment** **Updated DOP/Sponsoring Physician Change**

To be eligible for Advanced Practice Provider (APP) core privileges, the applicant must meet the following qualifications:

- If the applicant completed their APP training program in the past two (2) years, the applicant must:
 1. Provide documentation of successful completion of an accredited Nurse Practitioner or Physician's Assistant graduate program where you participated in direct patient care in the hospital setting; **AND**
 2. Verification from the program director that the Applicant successful completed the program. Experience must include evidence of current clinical competence during the past two (2) years. The Applicant has the burden of producing information deemed adequate by the Hospital for a proper evaluation of current competence, and other qualifications and for resolving any doubts; **OR**
 2. If you are unable to provide current clinical competence during the past two (2) years, check the applicable core privilege "Proctoring Requested" box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for thirty (30) encounters related to APP Obstetrics and Gynecology core privileges.

- If the applicant completed their APP training program greater than two (2) years ago, the applicant must:
 1. Demonstrate that he/she has provided inpatient services for at least thirty (30) patients, for services directly related to the APP Obstetrics and Gynecology core privilege requested, during the past two (2) years in an accredited hospital or healthcare facility; **OR**
 1. Check the applicable core privilege "Proctoring Requested" box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for thirty (30) encounters related to APP Obstetrics and Gynecology core privileges.

Print Name _____

NOTE 1: "CORE" privileges cannot be amended or altered in any way.

NOTE 2: Advanced Practice Providers must apply for "CORE" privileges in order to be eligible for special procedure clinical privileges at any facility within Atrium Health.

NOTE 3: Please note that the exercise of certain privileges enumerated herein is necessarily limited by the operational and resource constraints of the facility. All procedures must be performed within a clinical setting with the capabilities and organizational structure required to provide appropriate support.

NOTE 4: If you are unable to meet the competency criteria defined by the Medical and Dental Staff for core and/or special privileges, you will need to request permission to proctor by selecting the applicable proctoring box(s) below. Proctoring is required for privileges when an applicant/appointee does not meet the initial qualifications or reappointment criteria.

****NOTE 5: Outpatient care experience within the past two (2) years is acceptable for those applying for the Outpatient Only Core Privilege.**

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	OBSTETRICS AND GYNECOLOGY CORE CLINICAL PRIVILEGES		Proctoring Requested
								N/A		CAPP-OBG-1	Provide care, treatment, and services consistent with the practice of Obstetrics and Gynecology including the performance of physical exams, diagnosing conditions, the development of treatment plans, health counseling for female patients within the age group of patients seen by the supervising physician(s). The Advanced Practice Provider may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician.	

The Advanced Practice Provider may, in consultation with the supervising physician, perform the following duties: Initiate/place orders on behalf of the supervising physician; assess and record health status of patients through obtaining a complete medical/social history; perform emergent precipitous delivery until Physician arrives; perform a physical examination including rectal and pelvic examinations as indicated based on age and history; write orders for and interpret age-appropriate and condition-specific screening tests, laboratory tests, and diagnostic procedures, pharmacological interventions, and non-pharmacological interventions; consult and collaborate with other health care providers as appropriate and initiate referral to appropriate physician; prescribe/order IV fluids, IV drugs, blood products, X-ray, EKG and electrolytes; review electro physiologic and hemodynamic status; apply, remove and change dressings and bandages; perform incision and drainage of superficial abscesses; perform wound debridement and general care of superficial wounds and minor superficial surgical procedures; provide contraceptive care; administer health and wellness counseling; counsel and instruct patients and significant others as appropriate; perform evaluation and treatment of common vaginal infections; monitor and manage stable acute and chronic illnesses of the population served; removal of tubes and drains; insertion and removal of nasogastric tubes; local anesthesia, skin; aseptic and isolation technique; perform urinary bladder catheterization (short term and indwelling); administer pregnancy testing and care before, during and after pregnancy; screen and refer for other health problems including suspected sexual abuse and rape; perform STD screen and follow-up; provide post-hospital instructions to patients related to prescribed care, treatments, activities, exercises, diet, and medications, schedule follow-up appointments and therapies as appropriate, make hospital rounds, write progress notes, and discharge summaries; provide appropriate patient education regarding purpose, regimens, side effects, possible interactions of medications and/or treatments, cost, and alternative treatments or procedures; epidermal and dermal suturing.

Print Name _____

SPECIAL PRIVILEGES WITH QUALIFICATIONS AND/OR SPECIFIC CRITERIA - PROVIDE THE NUMBER OF PROCEDURES PERFORMED WITHIN THE PAST TWO YEARS AND FACILITY WHERE THE PROCEDURES WERE PERFORMED.

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	SPECIAL PROCEDURES					
			N/A					N/A		PROXIMATE SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
			N/A					N/A		CAPP-OBG-1(c)	Administration of Intrathecal Antineoplastic Agents	5			
			N/A					N/A		PERSONAL SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
			N/A					N/A		CAPP-OBG-1(b)	First Assist to Surgeon*	5			

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES:

1. Applicants must present evidence of appropriate training; **AND**
2. Demonstrated current competence and evidence within the past two (2) years of at least the “minimum number performed” as indicated above; **OR**
2. Check the applicable privilege “Proctoring Requested” box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the “minimum number required” as indicated above.

REAPPOINTMENT CRITERIA FOR CONTINUED PRIVILEGES (CAPP-OBG-1(b) and CAPP-OBG-1(c)):

The APP must submit a minimum of two (2) cases, for each special privilege held, over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process.

***First Assist to Surgeon is defined by the Medical and Dental Staff as:**

- Communicating the surgeon’s preferences and specific patient needs to surgical team.
- Positioning the patient to provide the necessary exposure for the procedure, as well as the surgeon preference.
- Providing intraoperative skills such as visualization, trocar insertion, injection of local anesthetics, hemostasis, tissue handling, placement and securing of wound drains, and closure of body planes.
- Proficiency in technical skills required during a surgical procedure, including, but not limited to, clamping, cauterizing, suturing, inserting, injecting, manipulating, retracting, cutting, and ligating tissue as necessary.
- Utilizing appropriate suturing techniques, according to surgeon preference, to close the incision at the end of the procedure.
- Atrium Health

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- Providing postoperative skills in patient care such as applying dressings to surgical wounds, patient transfer and transport, transfer of care, and monitoring for immediate complications.
- Collaborating with others to provide continuity of care.

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	SPECIAL PROCEDURES					
										PROXIMATE SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
										CAPP-OBG-1(d)	Write oral/subcutaneous/Intramuscular/ intravenous/ intraperitoneal antineoplastic agents per protocol prescribed by the attending oncologist	30			

APPLICANT MUST:

1. (a) Show evidence of successful completion of the ASCO course on Chemotherapy for Advanced Practice Providers

AND

(b) Submit documentation of experience of writing at least thirty (30) cases of oral/subcutaneous/intramuscular and/or intravenous/intraperitoneal antineoplastic agents within the past two (2) years.

OR

(b) Check the applicable core privilege "Proctoring Requested" box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the "minimum number required" as indicated above.

In reviewing requests for privileges, the Credentials Committee will determine if the course content or experience are judged to be satisfactory for the recommendation of privileges.

- I. Formal Training Program – Please include the location, dates, type of program and the name and address of the practitioner responsible for your training.

- II. Post Graduate Program – Please include course description, copy of course certificate and the name and address of the practitioner responsible for your training.

- III. Prescribing Experience at Other Hospitals: Please provide a list of cases and the name and address of the supervising/collaborating physician.

Print Name _____

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	TELEMEDICINE ONLY CORE CLINICAL PRIVILEGES		Proctoring Requested
								N/A		CAPP-OBG-2	Provide care, treatment, and services consistent with the practice of Obstetrics and Gynecology including the performance of physical exams, diagnosing conditions, the development of treatment plans, health counseling for female patients within the age group of patients seen by the supervising physician(s). The Advanced Practice Provider may not admit patients to the hospital but may initiate/place orders on behalf of the supervising physician. The Supervising Physician shall remain responsible for all clinical activity of the Advanced Practice Provider. PLEASE NOTE: Telemedicine activities require prior approval from the Facility Medical Executive Committee.	

CMC	Pineville	University City	Carolinas Rehab	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	OUTPATIENT ONLY – OBSTETRICS AND GYNECOLOGY CORE PRIVILEGE		
										CAPP-OBG-3	Outpatient Core Privileges	

Outpatient core privilege in obstetrics and gynecology include the provision of care for patients within the age group of patients seen by the sponsoring physician(s). Privileges include the evaluation, diagnosis, medical services associated which fall within the purview of the Department of Obstetrics and Gynecology, participate in the teaching activation involved in the care of outpatients at the Atrium Health Greater Charlotte Market hospital-licensed clinics.

Initiate/place orders on behalf of the supervising physician; assess and record health status of patients through obtaining a complete medical/social history; perform a physical examination including rectal and pelvic examinations as indicated based on age and history; write orders for and interpret age-appropriate and condition-specific screening tests, laboratory tests, and diagnostic procedures, pharmacological interventions, and non-pharmacological interventions; consult and collaborate with other health care providers as appropriate and initiate referral to appropriate physician; prescribe/order IV fluids, IV drugs, blood products, X-ray, EKG and electrolytes; review electro physiologic and hemodynamic status; apply, remove and change dressings and bandages; perform incision and drainage of superficial abscesses; perform wound debridement and general care of superficial wounds and minor superficial surgical procedures; provide contraceptive care; administer health and wellness counseling; counsel and instruct patients and significant others as appropriate; perform evaluation and treatment of common vaginal infections; monitor and manage stable acute and chronic illnesses of the population served; local anesthesia, skin; aseptic and isolation technique; administer pregnancy testing and care before, during and after pregnancy; screen and refer for other health problems including suspected sexual abuse and rape; perform STD screen and follow-up; write progress notes; provide appropriate patient education regarding purpose, regimens, side effects, possible interactions of medications and/or treatments, cost, and alternative treatments or procedures; epidermal and dermal suturing.

Print Name _____

SPECIAL PRIVILEGES WITH QUALIFICATIONS AND/OR SPECIFIC CRITERIA - PROVIDE THE NUMBER OF PROCEDURES PERFORMED WITHIN THE PAST TWO YEARS AND FACILITY WHERE THE PROCEDURES WERE PERFORMED.

CMC	Pineville	University City	CR	Lincoln	Cabarrus	Union	Stanly	Anson	Cleveland	OUTPATIENT ONLY – SPECIAL PROCEDURES					
										<i>Must apply for and maintain Outpatient Only – Obstetrics and Gynecology Core Privileges</i>					
										PROXIMATE SUPERVISION REQUIRED		Minimum Number Required	Number Performed Within The Past 2 Years	Location	Proctoring Requested
										CAPP-OBG-3(a)	Intrauterine Device (IUD) insertion and removal	5			
										CAPP-OBG-3(b)	Long-Acting Subdermal Contraception insertion and removal	5			

REQUIRED COMPETENCY CRITERIA FOR SPECIAL PRIVILEGES (CAPP-OBG-3(a and b)):

1. Applicants must present evidence of appropriate training; **AND**
2. Demonstrate current competence and evidence of performance within the past two (2) years of at least the “minimum number required” as indicated above; **OR**
2. Check the applicable privilege “Proctoring Requested” box(s) to indicate to your Medical Staff Services Coordinator that you require proctoring. You must provide documentation of proctoring for at least the “minimum number required” as indicated above.

REAPPOINTMENT CRITERIA FOR CONTINUED SPECIAL PRIVILEGES (CAPP-OBG-3(a and b)):

The APP must submit a minimum of four (4) cases, for each special privilege held, over the past two (2) years based on acceptable results of ongoing professional practice evaluation and outcomes to reapply for current special privileges. This will be reviewed at the time of reappointment. If you are unable to meet the required case volume, indicate so to your Medical Staff Services Coordinator who can assist you with the permission to proctor process.

REFERRAL

PRIVILEGES REQUESTED BY:

I attest that I am not currently a user of illegal drugs or do not currently abuse the use of legal drugs.

I attest that I do not have a physical or mental condition which could affect my motor skills or ability to exercise the clinical privileges requested or that I require an accommodation in order to exercise the privileges requested safely and competently.

I attest that the information provided in my initial application or most recent reappointment is accurate and has not changed, specifically the disclosure questions relating to my licensure or registration, clinical privileges, participation in benefit programs, health status, liability, and work history.

Signature of Applicant

Date

Printed or typed name of Applicant

SPONSORING PHYSICIAN:

Signature of Sponsoring Physician

Date

Printed or typed name of Sponsoring Physician

Signature of Sponsoring Physician

Date

Printed or typed name of Sponsoring Physician

CASE LOG

Date: _____

Name: _____

	DATE	MEDICAL RECORD NUMBER	PROCEDURE TYPE	Name of procedure (as listed on DOP, e.g. CAPP-OBG-1(a))
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27				
28				
29				
30				
			TOTAL	

REFERENCE ONLY